



Believe it or not, your office can play an important role in **reducing** the amount of **pollution** that is released into the environment. Various activities associated with an office, such as purchasing office equipment and commuting to and from work, can **impact the quality of local water**, soil and air. Through adopting **pollution prevention practices**, such as conserving energy, **using electronic mail** and carpooling, your office can help **eliminate pollution** at the source, before it is created.



By reducing the amount of energy our office consumes, we can help decrease the amount of coal and other “**air-polluting**” fossil fuels burned to generate electricity while, at the same time, lowering the District’s monthly energy bill.



- The District does its part by using **fluorescent lighting** instead of incandescent lights. Fluorescent bulbs are more expensive, but last up to **10 times longer** and use about ¼ of the energy.
- The District also uses copiers, printers and computers with **power saving devices**. If half of all office copiers, for example, had power-saving devices, an estimated **25 billion-kilowatt hours** of electricity could be saved the equivalent of 20 million barrels of oil a year.
- **Turn off lights** in rooms that are not in use, like conference rooms and storage areas. Saving energy is **preventing pollution**!
- Remember to **turn off the lights and computer in your cubical** when you go home. That saves energy too!



Everyone knows that driving a car to and from work each day contributes to diminished air quality and water pollution. Most people are also aware that **less-polluting commute alternatives** exist, such as carpooling, riding a bike, or taking public transit. Unfortunately, however, only a small percentage of people actually end up using these less-polluting options.



Carpooling is not only an **effective way** to reduce the number of vehicles on the road, it can help minimize the cost of your commute through **sharing fuel costs** with fellow carpoolers. Carpooling can also be a very **social activity** and, if you are a passenger, can help make your commute **more relaxing**. Having a successful carpool requires a little planning and a lot of teamwork.



Because more people live in the suburbs many miles away from where they work, commuting by bike is not an option. For the **lucky few** who live close to work, it is. Here’s how to make your **bike commute** safe and enjoyable:

- Choose the **safest route** possible, not necessarily the shortest. Be sure to test it out first on a non-workday.
- Find a **secure place** to park your bike.
- Make sure your bike is in **good mechanical shape** to avoid problems en route.





- Use the **proper cycling accessories**, such as a helmet and water bottle. If you commute in the dark, be sure to use a headlight, light colored clothing, and reflectors.
- Have clean-up items available at work, such as a towel or change of clothes.

P2 on 2 Wheels: Bike to Work



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